

HARRIET DEFOE

+233 240552864
defoeselase@gmail.com

OBJECTIVE

Motivated by a history of analytical prowess and proactive problem-solving, I am eager to pursue an MSc program that aligns seamlessly with my passion for development planning. My practical and cost-effective approach, along with a strong commitment to precision and procedural compliance, resonates with the academic values upheld by your esteemed institution. Demonstrating the ability to overcome challenges with impactful solutions, I am confident in my capacity to successfully complete the program. Furthermore, I am enthusiastic about harnessing my enhanced planning skills to contribute meaningfully to society, leveraging the knowledge gained during this academic journey.

SKILLS & ABILITIES

- Analytical Thinking.
- Problem-solving
- Communication
- Organization
- Technical Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)

EXPERIENCE

Nov, 2023 – Nov, 2024

National Service Personnel

National development planning commission / research and innovation division

Regularly report to data quality monitoring team and seek support as needed.

Updating of DLT Data Report.

Conduct thorough review of NDPC'S 2023 APR.

Participated in the compact M&E Electricity financial and Operational Turnaround (EFOT), also I had the privilege to participate in the 7th Evidence to Action Conference under the theme Resilience And climate Change Adaptation, also partook in the preparation of Annual Medium Term National Development Policy Framework 2026-2029. I Participated in the following Programs: ISS Workshop, CSOs Forum, Gender and Social Protection Program, GIMPA Otumfo's Millennium foundation Awards.

Oct, 2022 – Dec, 2022

Internship

Ho Municipal Assembly

Work independently, refraining from unauthorized assistance

Strive for complete and accurate responses, recording them meticulously

EDUCATION

Sept, 2019 – July, 2023

Bachelor of Science in Planning

University For Development Studies

Sept, 2016 – June, 2019

WASSCE in General Arts

Krobo Girls Presbyterian Senior High School

Odumase-Krobo